

**[PPA MEMORANDUM CIRCULAR NO. 17-2001,
March 30, 2001]**

**GUIDELINES IMPLEMENTING THE ORDERLINESS, CLEANLINESS
AND SAFETY PROGRAMS IN ALL PORTS NATIONWIDE**

1. Authority

- 1.1 Section 6(a) (iii) of P.D. 857
- 1.2 PPA M.C. No. 07-95 - "Anti-Pollution Measures within the Port Zone"
- 1.3 PPA S.O. No. 272-99 - "Creation of PPA Committee on Health, Safety and Environment"
- 1.4 PPA M.C. No. 55-99 - "Implementing Guidelines on Proper Solid Waste Management in all PPA Offices"

2. Objectives

- 2.1 To further enhance the orderliness, cleanliness and safety programs in the ports.
- 2.2. To promote environmental consciousness among the port users.

3. Scope

This guideline shall cover all ports and its facilities under the jurisdiction of the Authority.

4. Guidelines

In consonance with the thrust of the government to implement projects to improve the delivery of services, specifically on the areas of orderliness, cleanliness and safety in the ports, all PDOs and PMOs are hereby directed to undertake, among others, the following activities:

4.1 Orderliness and Security

4.1.1 For security purposes, PPA police and security guards assigned in the port area shall be visible enough to minimize, if not eliminate, the presence of pick pockets, snatchers and hold uppers within its premises.

4.1.2 A photo gallery of persons caught doing prohibitive acts shall be displayed at conspicuous places within the port area to serve as warnings to persons with legitimate business in the port.

4.1.3 The "No ID, No Entry" policy shall be strictly enforced in all the jurisdictional premises of the ports or terminals.

4.1.4 To resolve the congestion problem in the ports, the following services, where applicable, shall be improved:

- > designation of authorized parking and queuing areas;
- > provision of shuttle/jeepney services;
- > introduction of "loop system" in the flow of traffic;
- > provision of bicycle/motorcycle rack;
- > proper arrangement of porter's push carts when parked;
- > use of public address system for information dissemination.

4.1.5 To control the entry of persons/vehicles inside the port, all unauthorized openings shall be closed. In no case shall ambulant vendors be allowed to enter the port premises.

4.1.6 To ensure cleanliness, an area shall be cordoned during embarkation and disembarkation of passengers. Access ways/ladders for passengers shall be designed in accordance with acceptable standards. Likewise, a peer's area shall be designated for queuing purposes while vessels are being docked.

4.1.7 The installation of amenity blocks, to include basic amenities like drinking fountains, telephones, vendo machines and comfort rooms, in designated port areas shall be pursued in coordination with shipping operators.

4.1.8 To avoid occurrence of piracy/hijacking, the operationalization of the Anti-Hijacking Task Force shall be coordinated with concerned agencies.

4.1.9 To implement security measures, alert warnings shall be given to truckers and shippers on piracy and hijacking incidents.

Intelligence information gathering on the above activity shall be enhanced.

4.2. Cleanliness

4.2.1 The adoption of solid waste management system in ail ports, as prescribed under PPA Memorandum Circular No. 35-2000, shall be strictly enforced.

4.2.2 The Clean the Ocean/Coastal Clean Up Drive to include clean up operation of polluted waters along piers: slips and surrounding waters shall be conducted on a regular basis.

4.2.3 The implementation of beautification, clean and green projects in the ports and terminals, including the designation of greenbelt zones, shall be undertaken in coordination with agencies and port users concerned. The planting of three (3) feet high variety of trees shall be encouraged.